



**REGULAR MEETING OF
TRANSIT MANAGEMENT ADVISORY COMMITTEE (TMAC)
MINUTES**

Monday, December 4, 2023, 2:30 p.m. to 4:30 p.m.
Remote Meeting via Teams

		Mtgs: YTD (3)
PRESENT:	J. Murl, RMOW Council Representative & Chair	3
	L. Burhenne, RMOW, Manager Climate and Environment (Alternate)	2
	R. Ringma, BC Transit, Senior Regional Transit Manager	3
	C. Selfridge, Whistler Transit Ltd. (Alternate)	3
	E. DalSanto, RMOW, TDM Coordinator	3
	A. Bois, RMOW, Recording Secretary	1
	:	
GUESTS:	E. Mariner, RMOW, Sr Communications Officer	1
	J. Hallisey, RMOW, GM of Infrastructure Services	2
REGRETS	J. Gomez, Whistler Transit Ltd., Manager	0
	D. Mikkelsen, RMOW, GM of Climate Action, Planning & Development	1
	B. Bullivant, BC Transit (Alternate), Senior Transit Planner	2

1. CALL TO ORDER

The Transit Management Advisory Committee recognized the Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lílwat People, known in their language as Lílwat7úl, and the Squamish People, known in their language as Skwxwú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.

2. ADOPTION OF AGENDA

Moved By R. Ringma
Seconded By C. Selfridge

That the Transit Management Advisory Committee adopt the Regular Committee Meeting agenda of December 4, 2023.

CARRIED

3. ADOPTION OF MINUTES

Moved By C. Selfridge
Seconded By R. Ringma

That the Transit Management Advisory Committee adopt the Regular Committee Meeting minutes of September 7, 2023.

CARRIED

4. New RMOW Staff Introduction

E. DalSanto introduces A. Bois to TMAC both as the new Recording Secretary for TMAC and TAG as well as the new Administrative Assistant of the Climate Action Planning and Development Division.

5. PRESENTATIONS AND DELEGATIONS

5.3 RMOW Committee Review Update and Workshop

E. Mariner presents the Committee of Council Program Review, the review's findings, and its implications on the Committees of Council program, and, specifically, its impact on TMAC. E. Mariner outlines the review's objectives. Given that committees use a significant amount of time (RMOW staff, Council, partner organizations, and community members), there is a desire to ensure these resource commitments are in alignment with current municipal priorities that serve the community, RMOW and Council decision making. E. Mariner indicates that there is a need to ensure committees topics are relevant and align with current municipal priorities that serve our community and that the input of committees is captured and considered in the municipality's work.

E. Mariner shared the findings of the review: Surveys were administered to Committee of Council members and a staff person from each committee was interviewed to understand the committee-specific context. Survey and interview results indicated that committee topics need review. E. Mariner noted that at the Regular Meeting of Council on September 26, 2023, Council endorsed a recommendation that results in TMAC shifting from a Committee of Council to a working group.

- Committees of Council:
 - Focus on high-level policy and strategy
 - Formal - must align with Council Procedure Bylaw
 - Advance Council priorities
 - Provide advice and recommendations to Council
 - Have a Council appointee
- Working Group:
 - Focus more on collaboration and operations topics
 - Agile and flexible
 - Less formal than Committees of Council
 - Can provide advice and recommendations to Council through staff reports
 - Does not have a Council appointee

Council provided the direction that TMAC shift to a working group because of the number of workshops and its lack of community members. TMAC also often discusses more operational items. There will be a new TOR to align with the working group structure. Working groups will provide an update to Council on an annual basis, likely in Q1 (who they are, what they do, highlights for the year, accomplishments, challenges).

E. Mariner requests feedback and engagement from TMAC regarding its direction to move to a working group.

Member discussion summary:

- There is concern that the shift to a TMAC working group results in TMAC no longer having a Council representative at workshops and will no longer have the point of view of a Council member during discussions.
- A question was asked: Can a Council member elect to sit in on Working Group?

ACTION 1:

E. Mariner will follow up with clarification from Governance and Ethics regarding whether a Working Group can request a Council appointee or Council can request the option to appoint a Council member to a Working Group.

- Council is advised of Working Group recommendations by staff report (as opposed to minutes from a committee).
- With BC Transit's recent changes to contracts from three party to two party agreements, the RMOW's only formal direct relationship with the Whistler Transit System operating company is through TMAC as BC Transit hold the legal relationship with the transit operating company.
- Members expressed the need to retain regular meetings as a working group moving forward
- Working groups can have invitees to meetings.
- Whilst working groups can be less formal, they can still have a high level of structure (through TOR).

ACTION 2:

That the former TMAC Chair be asked for feedback over shift of TMAC moving to working group.

- A template for working group TOR will be provided in 2024
- The Working Group model can be revisited in late 2024

E. Mariner left at 3:14pm.

5.2 Transit System Optimization Implementation: Fall 2023 Results and 2024/25 Expansion Plan

E. DalSanto makes presentation related to the 2023 Transit Optimization implementations on February 6 2023, June 17, 2023, and September 5, 2023 with extra winter service added November 17, 2023 and December 1, 2023. As summary of results include:

- In the fall 2023, Provincial ridership reached 100% of pre-COVID rides.
- Whistler Transit System has been at or above 2019 rides since spring. We would have been above winter 2019 rides in winter 2022/23, however, the driver shortage caused fewer bus to be on the road at peak times.
- The Return to Transit Loyalty Program produced record sales of 12-month and 6-month passes also helping increase rides in 2023
- Growth in the Route 10-Valley Express ridership has been directly related to adding more service.
 - Routes 20s and 30s still carry more passengers than Route 10 however that may change in fall winter with the drastic change to how Emerald, Rainbow and Alpine Meadows with the reallocation of Route 30 hours to Route 31 from 9am to 9pm and additional service span on Route 10

ACTION 3:

Monitor Route 10 and Route 30s ridership over Fall and Winter 2023/24 and use this data to inform the service changes in April 2024.

2024/25 service for April will include two scenarios 1: No-expansion and 2: Expansion, due to the timing of annual provincial budget announcements in late February:

- **No Expansion**
 - Convert Winter Extra Service to Base
 - 6 Tapley's/Blueberry – 30-minute frequency extended to 1:35am
 - 7 Staff Housing – add 6:15am trip

- 21 Spring Creek – Hourly service from 10pm to midnight
- Look into opportunity to convert two morning route 31's to route 30's at 8:37am and 9:18am
- **Expansion phase 1 – April**
 - Same as non-expansion and
 - Additional service on 10 Valley Express service span added
 - beginning at 5:30am (to 6:25am)
 - Ending at 10:00pm (instead of 9pm)
 - Additional service on 20X
 - 5:02pm based on customer feedback
 - additional evening southbound service after 10pm based on ridership performance
- **Expansion phase 2 – November/December**
 - April Expansion implemented
 - Revise November early winter and December full winter based on results from winter 2023/24 in alignment with the Transit Future Action Plan

The Committee members reviewed the boardings and alightings by stop.

- Top boarding stops:
 1. Village Gate
 2. Highway 99 at Alpine SB
 3. Highway 99 at Whistler Creek NB
 4. Rainbow Estates
 5. Highway 99 at Alta Lake Road
 6. Highway 99 at Bayshores
- Top alighting stops
 1. Village Gate
 2. Highway 99 at Whistler Golf Club NB
 3. Northlands at Library,
 4. Highway 99 at Whistler Creek SB
 5. Cheakamus
 6. Northlands at Main
- 6 of the 10 stops are highway stops, with ~160,000 people getting on and ~100,000 getting off so far this year
- Many of these high use stops are in need passenger infrastructure upgrades

ACTION 4:

BC Transit to provide prioritized list of bus stops for by passenger usage (boardings and alightings).

L. Burhenne left at 3:31pm

5.3 BC Transit funded Bus Shelter Application

BC Transit has shared next year's application for partial funded bus shelters. The shelters available through this program do not stand up to Whistler snowplows. However, the BC Transit President and CEO indicated that it was reasonable to apply for funding through the program and work with the existing supplier to make modifications to the shelters to withstand snowplows. BC Transit staff recommend applying for 2 or 3 shelters and submit for January 18, 2024, deadline if the RMOW has matching funding.

ACTION 5:

R. Ringma to confirm with BC Transit viability of modifying current BC Transit Shelter designs and process but not let that delay application for shelters.

ACTION 6:

RMOW should apply for multiple shelters before January 18, 2024 for BC Transit funded bus shelter program.

6. OTHER BUSINESS

6.1 RMOW Emergency Evacuation Plan- Transit Muster Stations

RMOW Emergency Management staff are proposing to change the community Transit Muster stations to the Route 10 bus stops from the six neighbourhood muster stations currently in the plan. Most of these stops do not have adequate passenger facilities (i.e. bus shelters) especially as muster stations. The locations of the original muster stations were chosen to be within a reasonable walk from homes as well as a location where charter buses could be dispatched to collect passengers.

ACTION 7:

Recommend keeping Meadow Park Sports Centre, Rainbow Park as muster stations and adding Gateway Loop in Whistler Village, Southside Diner parking lot in Whistler Creekside as additional Muster Stations. The RMOW and Whistler Transit Ltd currently use Chamonix Crescent (counter clockwise) as a way to turn around buses during special events that affect the Highway.

ACTION 8:

RMOW should share these updates to Emergency Evacuation Plan with the district and local Ministry of Transportation and Highways contacts to support applications for transit infrastructure upgrades on Highway 99.

6.2 Highschool Bus Pass Program Phase 3 launch Update

Phase 3 was launched in mid-November to include highschool students who are full-time, permanent, residents of Whistler but do not go to school in Whistler. Information can be found on [Whistler.ca/Transit](https://whistler.ca/Transit)

6.3 UMO Program Implementation Updates

Umo has been live in Victoria since summer 2023. The planned launch for Whistler is now June 2024.

ACTION 9:

RMOW staff and BC Transit staff investigate historic transit pass sales and ridership in Whistler and present recommendation for 2024 at the next TMAC meeting.

6.4 Recruitment Updates (BC Transit, Whistler Transit Ltd., RMOW)

C. Selfridge provide update on recruitment of staff. Winter 2023/24 is looking better than last winter. The transit service optimizations have helped with staff recruitment.

6.5 Hwy 99 Transit Priority Study update

The last update from the Ministry of Transportation and Infrastructure indicated that they would be sharing the draft report with the RMOW and BC Transit before the end of the year.

6.7 Regional Transit in Sea to Sky Region (NOT ON AGENDA)

BC Transit continues to await the Sea to Sky local transit committee or SLRD to solidify a funding and governance model with the Province. It was noted that the SLRD made a recent decision to put aside \$725,000 of the Community Growth Fund grant for regional transit. Please see December 2, 2023, article in Pique Newsmagazine for more details.

Also, the local partners for the Pemberton-Valley Transit System have requested an expansion to add several trips to the Pemberton commuter in morning and afternoon peak times and with the addition of one bus. The expansion is awaiting provincial funding approval. As a vehicle is required, the earliest that this expansion can occur is late 2024.

C. Selfridge left at 4:25PM

6.7 NRFP for Sea To Sky Operating Company. (NOT ON AGENDA)

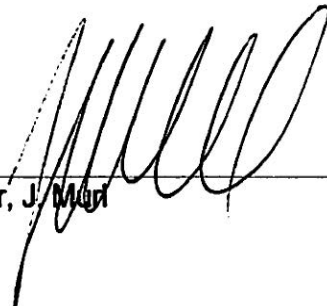

R. Ringma indicate that the RFP 23.192 Sea to Sky Transit Management Services closed on December 4, 2023. Stage 1 BC Transit team reviews are scheduled for January 9 and 10, 2024.

7. TERMINATION

Moved By E. DalSanto
Seconded By R. Ringma

That the Transit Management Advisory Committee terminate the Regular Committee Meeting of December 4, 2023.

CARRIED


Chair, J. Mun
BC Transit, R. Ringma
Whistler Transit Ltd., C. Selfridge
RMOW Transportation Demand
Management Coordinator, E. DalSanto
RMOW Manager of Climate &
Environment, L. Burhenne
RMOW Recording Secretary, A. Bois